

Curlew Job Corps

Edited July 2005

Phone Number:	(509) 779-4611
FAX Number:	(509) 779-0718
Mailing Address:	3 Campus Street Curlew, WA 99118
Center Director: HAMartinez@fs.fed.us	Henry A. Martinez (509) 779-0645
Vocational Manager:	Vacant (509) 779-0648
Principal Teacher: slattin@fs.fed.us	Susan Lattin (509) 779-0546
Counseling Manager:	Dr. Julie Fisher (509) 779-0541
Business and Community Liaison: jalbert@fs.fed.us	Jenni Albert (509) 779-0547
National Job Corps Information Number:	(800) 733-JOBS
Center Toll-Free Number:	(800) 513-4884

Description of Surrounding Community:

Curlew Job Corps Center is located approximately 130 miles northwest of Spokane, Washington, and 6 miles south of the Canadian border. It is the most remote of the rural centers. The surrounding area is mountainous. The center is located overlooking the Kettle River, which winds its way through the small community of Curlew. Curlew has a population of around 400. Cattle ranching, mining, and logging are the leading industries. Grand Forks, British Columbia, located approximately 20 miles from the center, offers many recreational opportunities including a spa, pool, movie theater, and ski and snowboarding runs. There are four distinct seasons, with cold temperatures and snow in winter, and usually dry, hot summers. Spring comes late and can be rainy, while fall weather is usually sunny, dry and brisk. Unique to the Curlew Job Corps is its student Government horse program. Horses are purchased, cared for, ridden and often shown in competition by students

What are your current trade offerings?

Forestry-Approximately 12 months required for the successful completion of the Training Achievement Record (TAR) for a basic completion. Students must be 18 years old to go out on fire assignments and must also be in good physical condition. Students mainly train as Forestry Technicians with the U.S. Forest Service. Instructor: Jim Beckwith (509) 779-0638

Carpentry- This program is operated by the United Brotherhood of Carpenters and Joiners of America (UBCJA). It prepares students employees in general construction techniques, use of power tools, footing and foundation forms, wall framing, roof framing, applying composition roofing, drywall and concrete form work. This vocation may be completed in approximately 8 -10 months. Instructors: Dale Schrock and Al Eveland (509) 779-0639

Bricklaying-This program is operated by the International Masonry Institute and is a Union training program. Student employees will learn how to build arches, brick and block walls, chimneys, and set tile. Completion is approximately 12 months. Instructor: Richard See (509) 779-0641

Painting- Operated by the Brotherhood of Painters and Allied Trades, this program provides training in proper ladder, scaffolding and fall protection, and use of respirators, eye, face and hearing protection, surface preparation, application of paints and coatings, prepare and finish drywall, prepare surfaces and apply various types of wall coverings. Approximately 8 - 12 months to complete. Instructor: Bill Hooper (509) 779-0635

Welding- This program provides training for the student employees in gas, arc, TIG and MIG welds. Approximately 10-12 months to complete. Certification prior to graduation. Instructor: Gale Loterbauer (509) 779-0636

Facilities Maintenance-This program is operated by Home Builders Institute. Student employees will be trained in carpentry, electrical, plumbing, painting and general maintenance/repair. This vocation can be completed in approximately 12 - 18 months. Instructor: James Moore (509) 779-0637

Construction Craft Laborers-This program prepares student employees to be physically fit and equipped with the skills necessary to enter the Laborer's Union. Training includes physical fitness; blueprint reading, engineer level, site preparation, use of dump truck, jackhammer, and backhoe, proper terminology of tools and materials. Completion is approximately 12 - 14 months. Graduates will enter the Construction Craft Laborers' Union earning approximately \$17 to \$20 per hour. Once in the Union, it will take approximately one year to reach journeyman level wages. Instructors: Darald Staley and Alan Anderson (509) 779-0642/0631

Medical Office Support –Placement opportunities in the health field are abundant. Competitive wages are \$10 - \$15, depending on the trained specialty area. Requirements in class are office attire, operation of computers, attention to detail, team member, WBL as receptionist and willingness to learn. Specialty Employment areas include: Medical Records Clerk, Medical Transcription, Insurance Claims Processor, Medical Coder, Health Unit Coordinator and Medical Receptionist. Training includes: Keyboarding, office procedures, medical terminology, medical record keeping, medical insurance coding, medical billing software, Microsoft Office, basic computer concepts, business math and English, communication skills, customer service skills and more, as required by employers. Approximately 12-24 months to complete. Instructor: Dana Schrock (509) 779-0640

If you have questions concerning any of the above trades, we recommend you contact the vocational instructor(s), or talk to our Business/Community Liaison.

What is special or unique about our particular center?

Curlew is small enough that everyone knows each other. Staff and students call each other by their first name. Also, for young people to really turn their lives around, the remoteness of the center is a positive influence, by creating a drug free environment. Many potential enrollees are drawn to our center because of our horse program. It is the only center to have a riding program. We provide a Washington State accredited high school diploma program on site.

Does our center have a web page?

No, not yet, but we're working on it! It should be online by fall of 2005. You can find the National Job Corps Website at www.jobcorps.org

Do we have any brochures or other promotional information specific to our center? Who is the contact person?

Yes. You may contact our Business & Community Liaison, (509) 779-0547 or (800) 513-4884, extension 0547. FAX (509) 779-0722 for tours and materials or email jalbert@fs.fed.us.

What do our students commonly say they wish they'd known before arriving that they didn't know?

Student employees have said that they wish they'd known more about general rules, dress code, waiting list for trades, correct information about student pay, initial TABE tests and orientation requirements. They wish they had known that it's okay to bring a small (13")t.v. VCR, and stereo (with attached speakers). We **do not** have a swimming pool, although we do take students to Grand Forks, B.C., to enjoy the aquatic center.

What is the weather like in our area?

Summers are gorgeous, but too short. The truly nice weather is between June and October. Springs are usually wet and somewhat cold. Winter begins in late October and lasts until February. But hey, if you're a x-country or downhill skier, snowboarder, or want to learn to be one, that's good news!

Is there anything in particular students should know about our area?

Because we are a small town, we want to be good neighbors. That is why everyone must obey the hiking restricted areas. Also, we must travel some distance to reach services such as shopping and recreational facilities. Our center is very remote. We do not have malls and other amenities that a city would have. We are able to drive for these services, but they're not as available as some would like. We do, however, have a beautiful site, and if you like the outdoors, you'll love Curlew!

What items should you bring to the center?

Bring personal items, towels, a coat, appropriate clothing for school and work (see attached dress code). You may also bring a portable CD player or Walkman with earphones for your own personal listening. Vulgar or profane music is not allowed. You may not listen to music in education or during training hours. Please also bring:

- ✓ Immunization records
- ✓ GED or HS Diploma
- ✓ Social Security Card
- ✓ Certified copy of your Birth Certificate (used to enter Canada)
- ✓ Drivers License
- ✓ High School Transcripts and records from any accommodations you may have received.

What items shouldn't you bring?

Do not bring clothing or jewelry that contains or promotes drugs, alcohol, sex, violence, gang activities, or racial/sexual bias. You are not allowed to wear body-piercing jewelry, other than earrings. Do not bring telecommunication devices such as beepers. You may bring a cell phone, but reception may be poor. Do not bring bandannas, ear gauges, **baggy pants** (waste bands must fit – no sagging), knives, or other weapons, drugs or alcohol. All expensive items should be left at home.

What will the center provide?

The center will provide all necessary linens, as well as many items to wear in work or school. You will receive work boots and work/school uniforms.

How much luggage may I bring?

Your personal locker will be of moderate size, so bringing a large number of belongings is not advisable.

What do I do if I miss my plane or bus?

Call the center to make arrangement. Call (800) 513-4884 (a free call) and identify yourself as a new student.

May my parents or other persons I know (guardian, friend, etc.) bring me to the center?

Yes. Just call the 800 number listed to make arrangements.

What does the dorm look like? How many students are in each room?

There are four dorms at Curlew. One is for female students. This dorm is new and is set up with the capacity for four women to a room. There is a bathroom with a shower and bathtub in each dorm room. One of the male dorms is set up just like the women's dorm. It too is new. The other two dorms are more like military barracks with two men in each area. Plans to build new dormitories have already been completed.

Will I be able to choose my roommate(s)?

No, students are assigned to available empty beds.

Who cleans the dorm?

The students living in the dorm are responsible for the cleanliness of each dorm.

What time do I have to get up?

Students get up at 6:00 a.m. Monday through Friday. On the weekends, you may sleep in to 9:30 a.m. before cleaning your room and going to brunch.

When is weeknight curfew?

Lights are out by 10 p.m. on weekdays.

When is weekend curfew?

Lights are out by 11:00, unless there is something special going on, and each dorm can earn "up-late" nights.

What happens if I miss bed check?

You will receive a write-up (late to assigned area). Repeated violations will result in disciplinary action.

What is the laundry policy?

Washers and dryers are available in each dorm.

How are my sheets and blankets laundered?

Bed linens are taken to the center's warehouse and are laundered for the students.

Do I need to bring my own laundry products?

No. We provide laundry detergent.

What is the meal schedule?**Weekdays**

7:00 a.m. - 7:45 a.m. Breakfast

11:45 a.m. – 12:30 p.m. Lunch (education)

12:15 p.m. – 1:00 p.m. Lunch (vocation)

5:00 p.m. – 6:00 p.m. Dinner

Weekends

8:00 a.m. – 11:00 a.m. Brunch

4:00 p.m. – 5:00 p.m. Dinner

Are snacks available?

Snacks are available for purchase in the center canteen, and on weekends snacks are brought to each dorm.

How do I give suggestions about the kind of food I like to eat?

Suggestions are offered to members of the students' food service committee. You are welcome to become a member!

What if I'm a vegetarian?

Present your needs to the center nurse and the Food Service Manager. Vegetarian meal choices are offered daily.

What is the Center's Dress Code, and am I expected to wear a uniform?

Each area has specific clothing that the students are expected to wear. In vocation, work boots, uniforms, and all necessary equipment are issued. In education you are expected to be neat and clean in kaki pants and polo shirts, which the center provides. Shirts must be appropriate and pants cannot be sagging or excessively baggy, or torn. Pants must be hemmed and not dragging on the ground. Hats may not be worn during work hours. No headphones are allowed during work hours. After 4:30 and on the weekends, you must still follow a similar dress code. You must adhere to the dress policy when involved in off-center recreation or activities. Students having hickies or unusual haircuts/colors will not be allowed to participate in off center activities. Students are not allowed to wear jewelry anywhere but the ears, and ear gauging is not allowed.

May I wear earrings?

Yes, men and women may wear earrings with some restrictions. For safety reasons, earrings may not be appropriate in some areas.

What is the policy on body piercing?

No tongue, nose, naval, or eyebrow jewelry is allowed. If you have your ears gauged, you must wear plugs throughout your stay at Curlew Job Corps.

When do I get my clothing allowance?

Unless it is an emergency, you will receive your clothing allowance 60 days after entry.

What is the smoking policy?

No smoking is allowed in any building or vehicle. Smoking areas are designated. You may not walk around the campus and smoke, to keep the amount of cigarette butts from cluttering our beautiful campus.

What should I do if I'm sick?

Health Services is open from 7:00 a.m. to 3:30 p.m. Monday through Friday. Students who are ill will need to sign up for an appointment before 7 a.m. Health Services will be closed from 11:00 a.m. to 12:15 p.m. There is another sign up for an appointment at 12:15 to 1:15. You do not need an appointment to stop in at Health Services during your lunchtime. Your supervisor will make emergency appointments. A dental exam will be given to you after you've been on center for approximately 45 days. Appointments to see the dentist are on Tuesdays.

How can my parents, family and friends reach me?

You may call or be called after 4:30 each day until curfew, unless it is an emergency. On weekends, they may call at anytime. Email is also available on center.

What will my mailing address be?

John/Jane Doe
3 Campus Street, Dorm # ____
Curlew, WA 99118

May my family send me money?

Yes. The best way is to send a money order. Checks will need to clear the bank, before the money is issued.

May I have visitors?

Yes. Visitors are always welcome; however, there is no facility for overnight stays. You are not able to leave with your family until after 3:30 p.m., unless you have made prior arrangements. You may get a pass to spend the weekend with your friends/family. Drivers must be over eighteen years of age and have proof of insurance.

What about vacations?

Students have a two-week summer holiday around the 4th of July and a two-week winter holiday around Christmas.

Who is the Orientation Counselor?

The first person you will meet will be someone, usually from Residential Living, that will pick you up in Spokane. The next day, you will meet your Career Preparation Counselor, Rae Pugliese, and/or Deanna Gill.

What is the Career Preparation Schedule? What will happen my first 30 days at the center?

Initial testing will include: TABE (Test of Adult Basic Education) Career Aptitude (vocational skills identification) and CASAS (A test to evaluate your ability to use math and reading in the workplace.) The purpose of the testing is to find out what you already know, so that you don't spend time taking classes in that area. Tests will also show where your talents lie.

What is the center's Zero Tolerance policy?

There is no tolerance for drugs, alcohol, sexual harassment or any other kind of harassment, or violence at any Job Corps Centers. You will be terminated from the program.

What is the gender ratio of the students at the center?

The center has approximately 150 males and 50 females.

What is the typical work/school week schedule?

8:00 a.m. – 3:30 p.m. education

8:00 a.m. – 4:30 p.m. vocation

What kinds of classes are offered?

Academic classes include GED and High School Diploma, as well as Basic Math, Reading, Driver's Education, Cultural Awareness, Information Technology (computers and internet), Workplace Communications, Wellness (health) and Employability.

What happens if a student doesn't attend class?

Location of student is determined and if absent from area without proper clearance, disciplinary action is initiated.

What is expected classroom behavior and dress code?

Education posted rules are: Always be dressed to comply with the Center Dress Policy; no sleeping in class; you must be making progress in your studies, no lying or sitting on the floor. No food or drink is allowed in the classroom; no tobacco, no horseplay, no leaning back in chairs or feet up on tables; no sitting on tables or desks, and no leaving school area during school hours without permission.

When I pick a vocational trade, will I get my first choice? Will I get into the trade right away?

You select three choices and are assigned to the first choice unless that area is filled. In that case you would be assigned to a waiting trade, education, warehouse, or center maintenance until your trade becomes available. Check with the admissions counselor to see what trades have waiting lists, or call the Center directly.

What is the dress code in my vocational trade?

Each area has specific clothing that the students are expected to wear.

Is there an English as a Second Language (ESL) program at this center?

No, but there is curriculum designed to help students who have problems with English, in education.

May I earn high school credits?

Yes! Our high school diploma program is a State certified diploma. It is not an alternative high school diploma program. Even if you have very few high school credits, you are encouraged to take the high school course. One hard working student was able to get his high school diploma even though he started with no previous credits! You must complete the GED program, before entering the high school program.

How do I earn my GED?

There are five State administered tests. They include: Writing Skills, Social Studies, Science, Literature and Writing Skills. An average score of 450 must be achieved for the State to grant a GED.

May I work on my own time, off the center?

There are many programs for students to participate in working off center. Many of the vocational crews go off center to work on civic projects. You may be involved in a work experience in the surrounding community, or perhaps you might participate in a home-based work experience and live in your own home and remain in the Curlew Job Corps program.

Are there any clubs on center?

The center has an active Student Government, horse program, food committee, D.J. committee, security committee, recreation committee, and the Native American committee. If you have an interest that you'd like to develop, help start your own club or program!

What recreational activities are offered?

The center has a gym with a wide array of equipment for organized sports. We have pool tables, free weights, punching bag, rock climbing wall and arts and crafts. In the summer, students go fishing, boating, canoeing, swimming, hiking, rock climbing, and bicycling, among other activities. In winter, snow boarding, downhill and x country skiing, and trips to the movies, bowling alley, and Aquatic Center, plus a whole lot more help the cold winter months go by.

May I attend church?

Yes, but only on the weekends.

May I go shopping?

A shopping trip goes to Colville every payday weekend.

Are there off center recreation trips? How often? How do I get to go?

There are physical education classes provided during school hours for those in education classes. There are beginning, intermediate and advances "how to" classes in sports and arts and crafts. If there's something you want to learn how to do, our staff will teach you. There is a sign up for these classes. Involvement depends on behavior, progress, and other needs. Most off center trips occur on the weekends, but sometimes during the week.

May I bring my car? My bike? My skateboard?

You may bring your skateboard, but no cars or bicycles.

When am I paid?

You will be given \$25 the morning after you arrive. This money must last you three (3) weeks. After that, you will be paid every other Tuesday.

How much am I paid?

0---56 days:	\$25.00 minus taxes and fines or approximately \$23.09
57--112 days:	\$30.00 minus taxes and fines or approximately \$27.70
113--182 days:	\$40.00 minus taxes and fines or approximately \$36.94
183—and up:	\$50.00 minus taxes and fines or approximately \$46.17

How can I receive the maximum pay on my paycheck?

Curlew Job Corps has adopted a new color card system for behavior and incentive, which consists of six (6) colors. Students move from color to color on the basis of wellness participation, positive event reports, and student performance evaluations. For instance, a student who has not had their first 30-day performance evaluation would be at a GREEN level. Activities and privileges for level green students would be:

- CPP trip
- Can sign up for recreation trips after GOLD level students.
Whereas, GOLD level students (highest level) benefits will include:
- Priority on all sign up events
- Eligible for graduation, trade foreman, dorm leader, Student Government, government drivers license, and nominations for Center Student of the Month.
- \$6.00 phone card
- Member of the Gold Club
- Special outings
- \$20.00 for reaching gold

What about readjustment money?

If you only get a high school diploma and/or GED, you are awarded \$250 when you leave.

If you complete your trade, but do not get a GED or high school diploma, you will receive \$750.

If you complete your trade and get a GED and/or high school diploma, you will receive \$1200.

How do I get on a fire crew?

To qualify for the fire crew, you must first be 18 or older. Then, you must successfully pass a physical fitness test (you must complete a 3 mile course in less than 45 minutes, carrying a 45 pound pack on your back), firefighting and sexual harassment refresher course. Fire season may start as early as June and last far in to October. Firefighters may be sent anywhere in the U.S. Curlew Job Corps firefighters have fought fires in Washington, Oregon, Idaho, Montana, California, Arizona and New Mexico. The money earned while firefighting is put in an account that you may draw on for emergencies (you must through the Center Management Team) and will be given to you when you leave the center. Last season, students who went out on all of the fires made around \$8000. It's a hard job, and you must be a dedicated, mature worker to remain out for the season.

What if I'm not 18?

Students who are not yet 18, may serve on a camp crew. Camp crewmembers help feed the firefighters, clean the campsite, and other duties as assigned. You must pass a physical fitness test, which is less rigorous than that of the firefighter. Camp crewmembers must work long, hard hours. Camp crewmembers who do not have the right attitude or behavior are sent back to center and are not called back in to service. This is also an excellent opportunity to make a great deal of money. The money made here is also put into an account.

Why should I come to Curlew Job Corps instead of any other center?

Because we are a small center, we operate like a family. Education classes are small; therefore, we have more time to work with you one-on-one. And because it is a remote site, exposure to drugs/alcohol may be less than at centers located near cities. For the student who wants to make a serious effort to be successful and get **a high paying job**, you can't find a better center than Curlew. This past year **our center was rated number one (1) for average wage earned by our graduates**. As a student, you will receive the training you need to get and keep a job. Curlew Job Corps has one of the **best recreational programs** around. If you've always wanted to **play golf, climb a wall or rock cliff, snowboard/snow ski, canoe a river, fly fish, ride a horse through the back country, build your body through free weights, or whatever your imagination can create**, you can find it at Curlew Job Corps. Curlew Job Corps has a great working relationship with all branches of the service. We provide ASVAB study assistance, **ASVAB testing on our site**, and follow up counseling throughout the year. Representatives of the different military branches visit our center counsel anyone interested in enlistment. And last, but certainly not least, our center is a safe place to learn.



If you have questions we haven't addressed, please feel free to call 1 800-513-4884 and talk to a vocational instructor, teacher or principal, counselor, or community liaison.

We look forward to your arrival!